**MINUTES OF MEETING**

**MEETING TITLE: MASPAN SPRING BOARD OF DIRECTORS MEETING**

**ATTENDANCE**: Maureen McLaughlin, Melissa Lewis, Christine Hill, Suzanne Russell, Donna Constant-Haley, Meg Beturne, Anne Halliday, Erin Cole, Kathy Deleskey, Kathy McCarraher, Susan Scollins

**DATE: 06/06/2020**

**TIME: 0800**

**PLACE: Virtual Meeting**

**Meeting called to order by Chair: Maureen McLaughlin @ 0810**

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| **TOPIC** | **DISCUSSION/RECOMMENDATIONS** | **ACTION/ASSIGNMENT** | **FOLLOW- UP/RESOLUTION/DATE** |
| **Welcome and Catch Up** | Introductions of all in attendance  Pandemic story telling and sharing of experiences | None needed |  |
| **Minutes 11/2019** | MASPAN Fall Board of Directors Meeting Minutes reviewed and accepted as written | None needed |  |
| **Updates** | ZOOM conferences (virtual lectures). Meg shared her experience with ZOOM for ASAPN NC seminars and Web seminars.   * Challenges with Web seminars/ZOOM, lack of being present with members, allowing for interaction. * Brainstormed possibilities of social distance for future MASPAN Conferences and educational offerings (? Outdoor venues). |  |  |
| **Certification Review** | * What do our colleagues think about attending? * Would they be interested in a virtual lecture? * Do we have the technology? * Can we send out a WTP? * Can we ensure social distance? Limit Attendee * Is ASPAN offering a Certification Webinar? * CEUs have been approved, if date changes we can reapply. | Chris Hill will reach out to Plymouth  Donna and Maureen will facilitate the WTP.  Requested that all members check with their institutions in regard to holding educational forums. |  |
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| **Fall Conference** | Same concerns as certification review | Meg and Maureen will collaborate options |  |
| **CDI** | November 6,7,8 2020 | If interested let Maureen know. |  |
| **Spring Conference March 2021** | * Same as March 2020(including securing additional room) * E-mail Kathy and Maureen with topics and potential speakers. * Elizabeth Card – Resiliency Lecture * Recommendation for Covid 19 (debriefing, emotional support, changes in Perianesthesia practice) reach out if you have a speaker in mind. * Clause in contracts to cancel without penalties. * Education opportunities to bring in a co-speaker (novice speakers to get experience). |  |  |
| **ASPAN Conference** | Securing a date possibly June 2022 |  |  |
| **ASPAN National Conference** | Orlando Florida 2021 | Planning to move forward, call for presenters is done, Meg and Maureen submitted applications. |  |

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| **Governmental Affairs**  **SWT Updates**  **Governmental Affairs**  **Cont.** | * Anne shared the MA statistics of the impact of Covid-19. She broke down the numbers of the institutions in Commonwealth. * ANA and AMA articles are available depicting the impact on nurses and HCP * Federal Funding available for HCPs to receive counseling. * PPE updates * Margaret Young GA SWT member organized ZOOM sessions with Representative Laura Underwood RN GA Health Emergencies (Illinois)  1. Covid 19 2. Role of the Nurse 3. Civil Uncivility 4. Potential Hazards of Inadequate PPE and Nurses being at Risk 5. Spending Bills to Obtain Federal Funding 6. Access to Care. |  |  |
| **ASPAN Scholarships** | Deadline for ASPAN scholarships 7/1/2020 | NIWI Scholarship is included under ASPAN Scholarships |  |
| **News Letter** | Getting formulated and posted ASAP | Maureen |  |
| **Strategic Plan Goal B: Community Outreach** | * **GL #29, 32** * Brainstorming for future donations * Thoughts about supporting Nurses who have been through the pandemic * Suggested a humorist to speak at MASPAN Conference * A Gift Card (Amazon) for $10 to all MASPAN members * New England Black Nurses Association   Discussed the importance of channeling monies towards MASPAN members, this was agreed on with a unanimous vote. | * Greater Boston Food Bank * Big Brother Big Sister * Purple Umbrella   **This was sent out in June to all MASPAN members with an eloquent letter. Positive feedback of gratitude received from several recipients.** |  |
| **Goal C: Research** | * **GL #’s 33,34,35,36, 37**   Research Kathy DeLesky wrote an article on poster presentations. |  |  |
| **Goal D: Fiscal Responsibility** | * Nursing Network Cost * Chris Presented Finance Report * ASPAN donation for 2020 $500 rolled-over to 2021 * National Conference Refunds received from Maureen, Suzanne and Melissa. * D & O insurance is consistent * Budget Projections 2020 – relying on membership * Maureen shared the financial hardships other components have had during the pandemic. Fortunately, MAPSAN is fiscally viable. | See Attached Report  **Voted to increase MASAPN dues to $30.00 from $25.00** |  |
| **Membership** | Donna discussed the comments that came from Spring Conference 2019  **Membership updates:**   * Retired rates to retain those members. * Disgruntle comments from HCP who feel frustrated after surviving COVID * How do we entice the Upcoming Perianesthesia Nurse to join MASPAN/ASPAN? * Cost of Webinars opposed to live Conference * Active Positive recruiting needed in regard to professional membership to specialty organization | All positive comments.  Kevin Gill sent an e-mail to Maureen in regard to this. ASPAN rate is $66. And we as a component can adjust |  |

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| **Membership cont.** | * The impact on new membership with NC and MASPAN Spring Conf. being canceled. * Welcome letter utilized for new members and revisiting the letter to members who didn’t renew. |  |  |
|  | **Recruitment Ideas**:   * PANAW is an opportunity to get the word out to perianesthesia nurses to become members * Utilization of different locations for conferences * Offering ZOOM venues to discuss the benefits of membership * Education around the state, hour long Webinars * Certification Course * Reach out to all areas the use sedation (IR, ENDO, L & D, SDC).   **Awards:**   * **Donna, Maureen and Melissa will have a subcommittee meeting**   **Scholarships:**   * **Listed on the MASPAN site** * **Deadline for application to be developed** | Revisit in November 2020 |  |
| **Goal E: Organization Structure/Succession Planning** | * **Open Positions: 2021**  1. President Elect 2. VP Elect 3. Secretary 4. Treasurer – Chris Hill will continue   Kathy Delesky will retire from the board, yet she will be available as a resource.  WTP- revisit in the fall to garner new board members. Current members be sure to complete WTP for annually. | * Chris Hill nominated Suzanne for VP Elect position. **Suzanne accepted the nomination** |  |
|  | **By-Laws/P & P:**  **Subgroup of Maureen, Melissa and Donna reviewing** |  |  |
| **Gold-leaf Updates:** | * MASPAN #’s were strong, we had an increase in membership and certifications. * Obstacles: Pandemic caused several initiatives to not be met. |  |  |
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| **Open Forum** | Meg commended Maureen and Donna on their outstanding work in communicating with members and the utilization of the MASPAN website. She asked if we are actively recruiting members to fill the ranks.  Maureen shared her experiences of working adjacent to a critical care unit caring for the Covid + clients, and the awareness of how difficult it is to switch modes to MASPAN, and for that she is extremely grateful.  Donna and Maureen will collaborate on the survey focusing on education opportunities and get that out ASAP. |  |  |

**Next Meeting**: November 2020

**Respectfully submitted: at 12:11 by Suzanne M. Russell RN BSN CAPA**